

MINUTES OF MAYOR BRAUN AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF THE
VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON FEBRAURY 3, 2020

VILLAGE HALL

FEBRUARY 3, 2020

7:30PM

Mayor Braun called the meeting to order at 7:31pm.

Mayor Braun directed the Village Clerk, Ananda Billings, to take Roll Call.

PRESENT: Mayor Braun, Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros and Williams

ALSO PRESENT: Bridget Wachtel, Village Manager; Allison Matson, Assistant Village Manager; Scott Bordui, Finance Director; Kathi Orr, Village Attorney; Tod Kamleiter, Chief of Police; Keith Damm, Assistant Fire Chief; John Brunke, Director of Public works; Ananda Billings, Village Clerk; 10 Citizens Present

APPROVAL OF THE MINUTES OF THE MEETING HELD ON JANUARY 21, 2020

Mayor Braun asked the Board if they had any changes or comments. He called for a motion to approve the minutes of January 21, 2020. Trustee Driscoll so moved, seconded by Trustee Bradley-Scott, and passed by a voice vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons and Mitros

ABSENT: None

ABSTAIN: Trustee Williams

NAYS: None

CITIZENS WISHING TO ADDRESS THE BOARD:

No citizens wished to address the Board

REGULAR BOARD AGENDA ITEMS:

Mayor Braun referred to Agenda Item Number # 1: A Resolution Honoring Clarence B. Armstrong Jr.

Mayor Braun read the proclamation. Clarence addressed the Board and citizens present to note that working for the Village of Flossmoor has been the best job he has ever had, and he appreciates the support of Staff and the community.

No vote was required.

Mayor Braun referred to Agenda Item #2: A Proclamation Declaring February 14th League of Women Voters Day

Mayor Braun read the proclamation and four representatives of the League of Women Voters accepted the proclamation. Barbara Hayes thanked the Mayor and the Board, and Trustee Williams thanked them for the work they do in our community as well as across the nation.

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No vote was required.

Mayor Braun referred to Agenda Item #3: A Proclamation Declaring February 2020 “Black History Month”

Mayor Braun read the proclamation.

No vote was required.

Mayor Braun referred to Agenda Item #4: Consideration of a Resolution Designating the Village of Flossmoor Community Relations Commission as the Village of Flossmoor Local Government Complete Count Committee for the 2020 United States Census.

Assistant Village Manager Allison Matson addressed the Board and noted that she would also be using this time to discuss Agenda Item #5: A Resolution Approving a Grant Agreement Between the William Everett Group and the Village of Flossmoor for Census Outreach Activities.

Ms. Matson informed the Board that the Village was awarded a grant from Cook County for outreach activities related to the 2020 Census. As a part of the grant, Cook County requires a formally designated Complete Count Committee. In September, the Village registered the Community Relations Commission as a Complete Count Committee with the Chicago Regional Census Office. The Community Relations Commission assisted staff in the design of census-related materials and will support the door-to-door outreach. The Resolution (Agenda Item #4) is a housekeeping item to be in compliance with the grant.

For Agenda Item #5, Ms. Matson informed the Board that the goal for the 2020 Census is for Village residents to self-respond to the census. Staff had applied for a grant in the amount of \$22,670 to create a series of one-minute videos to share across the Village’s social media platforms and for supplies and printed materials to support door-to-door outreach. Flossmoor resident Phil Lee of Spin Artist will develop the videos. The outreach is scheduled for March 2, which is a school holiday and staff will ask local H-F High School students and other volunteers to hang door hangers throughout Flossmoor. As the 2020 Census is the first to allow online response, starting March 12th, households will receive a mailed invitation to respond to the census online or by calling a toll-free number. In the weeks following, households will receive three reminder letters, a paper questionnaire and a final reminder before a census worker does an in person visit.

Trustee Williams inquired about the potential to hire Census workers from the Village. Ms. Matson responded that the initial Census inquiry is done via an invitation for 1) online response 2) a phone call. If neither is completed, a Census worker will go door to door to ask people to complete a paper census. The Census workers are Census Bureau employees.

Door hangers will be placed on each door with information on the Census as well as information to connect to the Village’s communication platforms.

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Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion to approve the Resolution Designating the Village of Flossmoor Community Relations Commission as the Village of Flossmoor Local Government Complete Count Committee for the 2020 United States Census and the Resolution Approving a Grant Agreement between the William Everett Group and the Village of Flossmoor for Census Outreach Activities as presented. Trustee Williams so moved, seconded by Trustee Kimmons and passed by roll-call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #6: Consideration of a Resolution Authorizing the Participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) and Authorizing the Village of Flossmoor, Cook County, Illinois, to Approve a Contract with the Lowest Cost Electricity Provider for a Period up to 36 months.

Ms. Matson addressed the Board to inform them that since 2007, the Village of Flossmoor has been a member of the Northern Illinois Municipal Electric Collaborative (NIMEC) which represents 150 government clients in the procurement of electrical supply for municipal facilities. When Illinois deregulated electrical supply, medium and large size commercial accounts have been able to seek competitive pricing. The Village uses NIMEC as a broker for the electrical supply for the Village's water pumping stations. On March 3rd, NIMEC is going out to bid for electrical supply. To accept the competitive bid that day, the Village will need to execute the winning supplier's agreement by the end of the day. As such, the Village Manager needs the authority of the Board to enter into the agreement. The Board delegated the authority to the Village Manager in 2007 but that resolution is now out of date. Staff recommends the Board approve this motion as the relationship with NIMEC is positive. Allison also explained that this is a different program from the residential electrical aggregation program, which is the contract that the Village holds with Dynegy for residential accounts. That contract is also bid by NIMEC and expires in the summer of 2020.

Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion to approve the Resolution Authorizing the Participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) and Authorizing the Village of Flossmoor, Cook County, Illinois, to Approve a Contract with the Lowest Cost Electricity Provider for a Period up to 36 months as presented. Trustee Mitros so moved, seconded by Trustee Williams and passed by roll-call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

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Mayor Braun referred to Agenda Item #7: Consideration of a Resolution Authorizing a Master Service Agreement by and between Call One Inc and the Village of Flossmoor, Cook County, Illinois

Ms. Matson informed the Board that the Village utilizes Call One for phone and fax lines. This agreement is for a Primary Rate Interface (PRI) which allows multiple phone lines to be transmitted over a cable line. The PRI allows all our phone lines to go out over a single 335 phone number. The Village will be moving to a VOiP phone system soon, but until then our consultant has advised that it would be much more cost-effective to renew with Call One for the next 12 months than continue on a higher priced month to month agreement. Village Attorney, Kathi Orr has reviewed the agreements and based on her recommendations, staff worked with Call One to amend the Master Service Agreement to state that the Village will not be subject to early termination liability at the end of the 12-month term.

Trustee Williams noted that it would be a good opportunity, when the contract is up for bid, to consider women and minority bidders.

Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion to approve the Resolution Authorizing a Master Service Agreement by and between Call One Inc. and the Village of Flossmoor, Cook County, Illinois, as presented. Trustee Williams so moved, seconded by Trustee Bradley-Scott and passed by roll-call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

Mayor Braun referred to Agenda Item #8: Consideration of a Resolution Amending the Budget for Fiscal Year 19-20 for the Village of Flossmoor.

Finance Director Scott Bordui addressed the Board. This resolution will place budget amendments in resolution format so that they can file this with the Cook County Clerk.

Mayor Braun asked the Board if they had any questions, and as there were none, he called for a motion to approve the Resolution Amending the Budget for Fiscal Year 19-20 for the Village of Flossmoor, as presented. Trustee Driscoll so moved, seconded by Trustee Kimmons and passed by roll-call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

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FINANCE COMMITTEE:

Trustee Williams reviewed Hand Checks and Invoices. She noted that it is nice to note that we have moved forward with the historic building survey with the retainer payment in the claims list. Trustee Williams made a motion to approve hand checks in the amount of \$350.20 and invoices in the amount of \$315,014.50 for a total of \$315,364.70. The motion was seconded by Trustee Mitros and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

OTHER BUSINESS:

Mayor Braun noted that Staff has been working hard on grants that will positively affect the Village, including a grant that will be used to study any lead-based water service connections in the Village so that the Village can be proactive. He noted a large thank you to staff for their continued efforts to secure funding.

Trustee Williams noted that the South Suburban Economic Growth Initiative was given a grant in the amount of \$400,000 to promote housing and economic development. Trustee Williams is hoping this will also help stimulate economic growth.

Saturday was the Fire Department Recognition Dinner which was well attended. Village Attorney Orr, Trustee Driscoll, Trustee Williams, and Village Manager Wachtel were in attendance. They thanked the Fire Department and Volunteer Corporation for a nice event.

EXECUTIVE SESSION:

Mayor Braun referred to Agenda Item #9: A Motion to Enter into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition and Litigation. Mayor Braun called for a motion to enter into Executive Session to Discuss the Employment of Specific Individuals. Trustee Mitros so moved, seconded by Trustee Bradley-Scott and passed by a roll call vote.

AYES: Trustees Bradley-Scott, Driscoll, Hoag, Kimmons, Mitros, and Williams
ABSENT: None
ABSTAIN: None
NAYS: None

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The Board entered into Executive Session at 8:01 p.m.

The Board returned to Regular Session at 8:53 p.m.

As there were no other items to discuss, Mayor Braun called for a motion to adjourn the meeting. Trustee Mitros so moved, seconded by Trustee Kimmons and passed by a voice vote.

The meeting adjourned at 8:53 p.m.

Respectfully Submitted,

Ananda Billings

Ananda Billings
Village Clerk